

Privately Owned Vehicle Theft and Vandalism Claims

This Claims Office is here to help you prepare and file your claim. Our job is to process your claim as quickly and fairly as possible so you get all money due you under law and regulation. The documentation listed below is necessary to process your claim. Failure to provide any of the required documents will delay your claim and may result in the reduction of the amount paid to you or denial of your claim completely. Please keep in mind that the regulation requires this documentation to process your claim. **You must file your claim within two years of the theft or vandalism.** If you have any questions or problems getting the documents, please contact the Claims Office at (757)727-2157.

1. DD Form 1842 - Claim for Loss or Damage to Personal Property Incident to Service.
2. Copy of the power of attorney (if you are filing for someone else).
3. DD Form 1844 - Schedule of Property and Claims Analysis Chart. Please fill this form out carefully and completely. If the purchase date is left blank, maximum depreciation will be taken.
4. One copy of the completed MP or CID report.
5. One copy of the vehicle registration.
6. One copy of your insurance policy showing the breakdown of the deductible if the policy was in effect during the time of the incident. If you had insurance in effect at the time of incident, you must file and settle the claim with your insurance company before you file a claim with the government.
7. One estimate of repair. In some cases, Claims Office personnel may require more than one estimate. Do not get a second estimate unless asked to do so by the Claims Office. You will not be reimbursed more than \$30.00 in estimate fees without prior approval from a Claims Office attorney. Consult the local Yellow Pages for a listing of repair businesses. You may also call the local Chambers of Commerce or the local Better Business Bureau for more information about a particular business.